

East Boston Camps Master Plan Committee
Minutes of August 25, 2005
7:30AM
Millennium School Administration – Conference Room A/B

The following are minutes of the Town of Westford – East Boston Camps Master Plan Committee meeting of August 25, 2005. A permanent set of these minutes (maintained for a period of six years) is retained in the Town Clerk's office. A set of these minutes are also available in the Town Manager's Office.

Members Present: Board of Selectmen – Dini Healy-Coffin, Citizen Representatives: Denise Brunelle, George Fletcher, Angela Harkness, Kirk Ware, Conservation Commission – Peter Mahler, Water Commission – Leslie Thomas

Present: Town Manager – Steve Ledoux, Parks, Recreation, & Cemetery Director – Patricia Savage

Visitor: Paul Cully

Handouts: Meeting Agenda, AGM summary of financial information from East Boston Social Center 2004 summer camp

The meeting was called to order at 7:40AM by Co-Chair Kirk Ware

AGENDA

- Approval of July 28, 2005 minutes – Action: tabled until next meeting
- Old Business
 - Sign Status – no new information
 - Survey Status – Kirk Ware has received a third proposal from GPR for \$22,000 the other two proposals were for \$24,000 (Stamiski/McNary) and Land Tech.

The Committee discussed spending the \$22,000 from the \$50,000 budget in FY'06.

Comments for spending the money included: The formal outline of the property filed and on record would be beneficial as an accurate planning tool and for future uses. Experience has shown that it is difficult to go back in time to re-create what nature may have changed. The survey would have the perimeter with a topographical map superimposed and all on CAD. . If it is the survey is not completed now it will not be done in the future as money may not be available. Comments for not spending the money included: Most of the information is already available. It is a large amount of the \$50,000. The boundaries are pretty much defined and the survey could be completed at a later date when more money becomes available.

Motion by Dini Healy-Coffin Second Angela Harkness

To approve the expenditure of \$22,000 and award the project to GPR to complete a perimeter survey of the East Boston Camps property to include a topographical map and available on CAD

Motion passed – 6 in favor 2 opposed (George Fletcher, Nancy Rosinski)

George noted that at approximately 90 Depot Road the property goes over approximately 2 acres into the “camp” across the brook.

- History Kirk is leaving this item in the on-going agenda as Marian Harman stated she would be adding new material. She also gave Kirk copies of the Trail books. He has them for Committee Member to review if so desired.
- Website Update/Correspondence Received The website is up and running and three e-mails have been received. Kirk gave a brief summary in order for the Committee to have an idea of the request/comments

1. Strong feelings of what should happen in the future; 2. Request from Boy Scout Troop for use of the camps to include hayride and overnight – Dini reminded the group that a fire permit would have to be obtained and that Rosemary Brewster in the Town Manager's office should be notified as she is tracking for the BOS the uses of the "camps"; 3. Individual wanting to know about access to the property when camp is in session

- o Building/facilities condition survey(s) It has been arranged to have a buildings surveyed and assessed as to immediate needs for repairs, cost analysis, and alternatives. What is needed to bring buildings up to code and habitable and analysis of cost [repair/replace/rebuild/demolish/new construction].

- o Research options for holding funds for future use at EBC – no new information

- o Camp Financial Models – Day Camp – Overnight Camp

Peter Mahler stated he thinks the Town should not get into the business of running an overnight program. If there is an over night camp it should be run by another entity.

Leslie Thomas spoke on the experience she had at the dinner at EBSC camp and the family history and unity of the campers.

Kirk Ware asked the question of how to proceed on the Day Camp – Overnight camp models. The trend lines based on the current enrollment is there is not an overabundance of campers. Will EBSC be able to sustain a program? What options should be explored. Angela Harkness spoke on the history of the camps and what it means to the campers and to be a camper. They (EBSC) deserve a chance to continue to operate for a set period of time – 5 years

Kirk Ware Camp has a certain capacity and it's below capacity. What alternatives such as a YMCA or Boys & Girls Club should be considered in making decisions?

Leslie Thomas stated John Kelly (EBSC) should be invited to meet with the Committee.

Nancy Rosinski Keep the EBSC but investigate other organization and go through that exercise. She suggested for the next meeting to research organizations that may be interested, draft a letter, and have the EBSC sketch out a program on paper.

Kirk Ware – The program should show a plan for increasing the capacity of filling the buildings; contribution/commitment to maintenance; and how to involve local clientele. The Town would be looking for a return on its' investment.

A subcommittee comprised of Nancy, Angela, Kirk, and George volunteered to draft a proposal of what is expected. The Committee agreed to the need to articulate what is being asked of organizations. Denise Brunelle volunteered to research various "camp" organizations. Kirk Ware posed the question of separate day and overnight camps which may increase the local interest; separate the day program from the overnight program or keep as is.

Paul Cully addressed the Committee stating a day program may provide greater opportunity for integrated Westford Children into the program. He also wants the Committee to keep funding to outside sources and not the Town Budget.

Leslie Thomas brought up the possible use of CPA funds to renovate the buildings as they have some historic significance.

George Fletcher stated/asked: the camps and rentals only cover Memorial Day through Labor Day what about September to May?

- o Next Steps – based on the meeting's discussion there are some next steps

- New Business

Max Steiner and Kirk Ware will be attending the Community Preservation Committee meeting in September to give an up to date report.

- Motion by Nancy Rosinski Second –Angela Harkness
To allow East Boston Social Centers to continue too run “as is” with the “camp” for the next year; revenue from rentals and scheduling of rentals to be managed by the Town.
Dini Healy-Coffin wanted to table a vote until speaking with John Kelly and hearing the recommendation and buy in from the EBSC. Who’s going to be responsible for what?

Vote: 7-0-1 (Dini Healy-Coffin for more information)
- George Fletcher’s contract with EBSC ends on October 1, 2005
- Angela Harkness – The Committee has to have a discussion on the governing entity for the EBC and what that should be

NEXT MEETING SEPTEMBER 15, 2005 7:30AM IN BACK CONFERENCE ROOM

Meeting adjourned 8:55AM

Accepted and approved September 15, 2005